

12:00 PM Lunch and Learn

A. How Zoning has Shaped our City: Part 1 – *Matthew Simons, AICP, CFM, Planner II*

1. Call to Order/Roll Call

2. Architectural Review Board Items Action

A. Private Projects

1. 419 W. 21st Street—Savor the Olive

Applicant: Bonnie M. Lawrence

Project Request: Encroachment of a business sign

Project Summary: The applicant is proposing to install a business sign that shall be centered above the entrance door to the business. The proposed sign has individual letters pinned to the brick façade. The letters shall be seventeen inches in height, span one hundred and thirty-one inches in width for a total of fifteen and a half square feet. The sign color shall be black, half inch thick PVC letters that read “SAVOR THE OLIVE”. This sign is not illuminated. The sign encroaches because when the building was renovated and the brick veneer was added that caused the entire elevation to encroach into the city right-of-way.

ARB Recommendation: By a vote of 8-0, the ARB recommends approval for the application as presented with the latitude of the applicant to add halo lighting behind the letters.

2. 417 W. 21st Street—Bangkok Garden

Applicant: Rungsi Adalem

Project Request: Encroachment of a business sign

Project Summary: The applicant is has installed a business sign that encroaches into the city right-of-way. The proposed sign has individual letters pinned to a raceway. The letters are forty and three-quarter inches in height, span one ninety-five and a half inches in width and project fourteen inches out from the brick. The sign color has red letters that read “BANGKOK GARDEN”. This sign is internally illuminated. The sign encroaches because when the building was renovated and the brick veneer was added that caused the entire elevation to encroach into the city right-of-way.

ARB Recommendation: By a vote of 8-0, the ARB recommends approval for the application as presented.

B. Public Projects

1. 1901 E. Ocean View Avenue—Ocean View Senior Center

Applicant: Michael Schnekser, Tymoff + Moss

Project Request: Business signage

Project Summary: This application was continued from the January 25, 2016 meeting so that the applicant could look at breaking up the proposed addition areas to create a better fenestration. This application includes converting the south teller drive-thru into a drop-off entry; new addition on the east elevation for an egress stair; and a new addition on the west elevation for storage. The south elevation where the bank drive through is located the teller window is to be replaced with a double full-lite entrance doors and matching sidelights with a sloped walkway to the parking lot. An existing exit to the right of the teller window will be eliminated and siding will cover the opening from the outside. A double casement window is proposed to the right of the new entrance. The windows shall match the existing in style, material and color. A new railing and pickets are proposed along the ramp that matches the existing ones located on the front porch. A stainless steel handrail is proposed inside the railing for support. Three locations are indicated to relocate existing mosaic murals from the current senior center.

The east elevation has two additional windows added in a new office area that match the two noted above. Staying within the footprint of the building and enclosing a portion of the porch, a seventeen foot wide by ten foot deep, two-story, enclosed addition for an emergency exit shall be added. To address the lack of fenestration the applicant is proposing to carry the four columns, which were removed for the addition, over as pilasters in the same locations. A horizontal trim board that lines up with the porch floor will break up the first and second floors. This board shall be painted white to match the trim. The exterior landing and stair will project out from the building four feet by nine feet across. A metal hand and guard rail will be attached. The façade will be clad in the same shingle material that is on parts of the existing building. A light fixture has been added above this door. A double exit door has been added to the porch from the stairwell addition.

The west elevation has a similar enclosure addition for interior storage on both the first and second floors so there is no exterior landing or steps. An existing casement window has been eliminated on the first floor for an exit to an ADA ramp. The proposed door is a full-lite door with a four-lite sidelight. Handrail has been added to this door/ramp area to match the existing on the building. The façade will be clad in the same shingle material that is on parts of the existing building and a matching light fixture has been added above this door.

ARB Recommendation: By a vote of 8-0, the ARB recommends approval for the application as presented.

3. Initiation of Zoning Text Amendment Action

- A.** Amend the 35th Street PCO to allow Funeral Home by Special Exception.
- B.** Amend §15-1.2 Grandfathering of Existing motor vehicle parking, to remove option of grandfathering parking in Suburban Character District.

4. Presentations

- A. Colley/21st Street PCO Enhancement/Expansion – *Susan Pollock-Hart, CFM, Principal Planner*
- B. [CPC Annual Report](#) – *Jeremy Sharp, AICP, Principal Planner*
- C. Zoning Ordinance Update Process – *Jeremy Sharp, AICP, Principal Planner*

5. Public Hearing Preview

6. Director's Comments

- A. Council Actions

7. Comments from Commissioners

8. March 2016 Schedule

Wednesday, March 9, 2016	1:00 PM Zoning Field Trip
Thursday, March 10, 2016	1:00 PM Regular Meeting
Thursday, March 24, 2016	1:00 PM Regular Meeting
	2:30 PM Public Hearing Meeting

Design Review applications for items scheduled for the City Planning Commission meeting, exclusive of information only items, can be viewed at the website below:

www.norfolk.gov/Planning/designreview.asp